

MARADMIN 430/99

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Date signed: 09/29/99 MARADMIN Number: 430/99

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FM CMC WASHINGTON DC//DMCS//

TO MARADMIN

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MARADMIN 430/99

MSGID/GENADMIN/CMC IG//

SUBJ/MCO 5100.31 MARINE CORPS BALL FUNDING//

RMKS/1. PURPOSE. TO PROVIDE GUIDANCE CONCERNING USE OF APPROPRIATED FUNDS (APF) AND NONAPPROPRIATED FUNDS (NAF) IN SUPPORT OF THE MARINE CORPS BIRTHDAY BALL (BALL). THIS MESSAGE APPLIES TO ALL BALLS (COMMAND, OFFICER, OFFICER/SNCO AND ENLISTED MARINE BALLS) EXCEPT FOR THE HQMC BALL. THE HQMC BALL BECAUSE OF ITS DESIGNATION BY THE COMMANDANT EACH YEAR, IAW MCO P5600.31G PARA 2213, AS THE OFFICIAL BALL OF THE MARINE CORPS, ENJOYS CERTAIN ADDITIONAL SUPPORT AS DESCRIBED WITHIN PARAGRAPH 4.B. BELOW.

2. BACKGROUND. CHAPTER 1 OF THE MARINE CORPS MANUAL CALLS FOR MARINE CORPS ACTIVITIES TO PROVIDE A SUITABLE OBSERVANCE OF THE MARINE CORPS BIRTHDAY PROVIDED THAT ARRANGEMENTS DO "NOT IMPOSE AN EXCESSIVE FINANCIAL DEMAND ON THE COMMAND." THE GUIDANCE IN THIS MESSAGE IS INTENDED TO ENSURE SUITABLE OBSERVANCES OF THE BIRTHDAY OF OUR CORPS AND ENSURE THAT FUNDING SOURCES AND USES ARE LEGITIMATE, NECESSARY AND REASONABLE.

3. DEFINITION. THE BALL IS A TWO-TIERED EVENT. ONE TIER IS THE OFFICIAL CEREMONY. THE OTHER TIER IS THE SOCIAL EVENT (I.E., DINNER AND DANCING).

A. OFFICIAL CEREMONY. THE CEREMONIAL PORTION OF THE BALL IS AN OFFICIAL USMC FUNCTION THAT SHALL BE FUNDED WITH APF, SUBJECT TO THE GUIDANCE SET FORTH BELOW. OFFICIAL FUNCTIONS ARE THOSE THAT SUPPORT THE MISSION AND RESPONSIBILITY OF THE FEDERAL AGENCY INVOLVED. FOR THE MARINE CORPS, 10 U.S.C. 5042 SPECIFIES THAT HQMC IS RESPONSIBLE FOR THE TRAINING AND ADMINISTERING (TO INCLUDE ENSURING THE MORALE AND WELFARE) OF MARINE CORPS PERSONNEL. AS SUCH, CEREMONIAL PORTIONS OF THE BALL ARE OFFICIAL FUNCTIONS. THROUGHOUT THE MARINE CORPS THESE OFFICIAL FUNCTIONS OF THE BALL INCLUDE THE COLOR GUARD, MARINE CORPS BAND (FOR CEREMONIAL MUSIC ONLY), HISTORICAL PAGEANT, READING OF GENERAL LEJEUNE'S AND CMC'S MESSAGE, AND THE GUEST OF HONOR'S REMARKS. APF ASSETS (E.G., SECURITY, TRANSPORTATION, PHOTOGRAPH, PRINTING AND PUBLICATIONS, AND MANPOWER ASSETS) USED IN SUPPORT OF THE OFFICIAL CEREMONY ARE AUTHORIZED.

B. SOCIAL EVENT. THE SOCIAL PORTION OF THE BALL IS THE DINNER, REFRESHMENTS, FAVORS AND MOOD/DANCE MUSIC. THESE FUNCTIONS SHALL BE SUPPORTED THROUGH (1) TICKET SALES, (2) UNIT FUND RAISING EVENTS, AND (3) MARINE CORPS COMMUNITY SERVICES (MCCS) NAF, IF AVAILABLE. THE NON-CEREMONIAL, SOCIAL PORTION OF THE BALL IS CONSIDERED A MCCS MWR CATEGORY "A" EVENT, AS DEFINED WITHIN DODINST 1015.10, AND THEREFORE MAY SELECTIVELY BE SUPPORTED BY APF AND NAF WITHIN LOCAL RESOURCES. FOR MCCS, THE BALL SUPPORT MAY BE AN ANNUAL, PLANNED AND BUDGETED EXPENSE APPROVED BY THE COMMANDER. AMPLIFYING GUIDANCE IS CONTAINED BELOW.

4. GUIDANCE. IN ACCORDANCE WITH CHAPTER ONE OF THE MARINE CORPS MANUAL AND OTHER REGULATIONS, THE FOLLOWING APF SUPPORT POLICY IS ESTABLISHED FOR EXPENSES WHICH ARE RELATED JOINTLY TO THE OFFICIAL CEREMONY AND THE SOCIAL EVENT AND ARE DEEMED TO BE VALID CATEGORY "A" APF SUPPORTABLE.

A. TRANSPORTATION. THE PROVISIONS OF MCO P11240.106A, SOP FOR

GARRISON MOBILE EQUIPMENT (GME), PARAGRAPHS 2003.2.C AND 2006.3 ALLOWING THE USE OF GME IN SUPPORT OF UNIT OR INSTALLATION OFFICIAL MARINE CORPS BIRTHDAY CEREMONIES, APPLY. TO SUMMARIZE, APF GME TRANSPORTATION FOR PARTICIPANTS, ATTENDEES, AND GUESTS TO THE OFFICIAL CEREMONY IS AUTHORIZED. PER PARA3. ABOVE, NAF ASSETS CAN BE USED TO SUPPLEMENT THIS TRANSPORTATION TO THE SOCIAL PORTION OF THE BALL IF REQUIRED AND AVAILABLE.

B. PRINTING AND PUBLICATION. APF MAY BE USED TO PURCHASE PRINTED MATTER FOR THE OFFICIAL PORTION OF THE BALL (E.G., PROGRAMS FOR THE OFFICIAL BIRTHDAY CEREMONY TO INCLUDE BIOGRAPHIES ON CMC AND THE GUEST OF HONOR). DINNER MENUS AND INVITATIONS ARE ALSO SUPPORTABLE IAW DODINST 1015.10, ENCL. 6, WHICH AUTHORIZES THE PURCHASE OF PRINTED MATTER FOR THE SOCIAL CATEGORY "A" MWR PORTION OF THE BALL. APFS SHALL NOT BE USED TO FUND OTHER PRINTING EXPENDITURES (E.G. NAME CARDS, SEATING, CHARTS) FOR THE SOCIAL PORTION OF THE BALL. THE HQMC BALL HOWEVER, BECAUSE OF IT'S DESIGNATION BY THE COMMANDANT EACH YEAR AS THE OFFICIAL BALL OF THE MARINE CORPS, MAY UTILIZE APF FOR ALL PRINTING AND PUBLISHING SUPPORT IAW MCO P5600.31G PARA 2213.

C. GUEST OF HONOR. THE COMMANDANT AUTHORIZES THE USE OF HQMC TAD FUNDS FOR ACTIVE-DUTY GENERAL OFFICERS ACTING AS GUESTS OF HONOR, AND THEIR SPOUSES, TO ATTEND MARINE CORPS BIRTHDAY BALLS IN SUPPORT OF THE MARINE CORPS "GRASS ROOTS" CAMPAIGN. AMPLIFYING DETAILS ARE CONTAINED IN ANNUAL ALMARS/MARADMIN. APFS WILL NOT BE USED TO FUND THE MESSING, BILLETING, AND TRANSPORTATION EXPENSES FOR NON-ACTIVE DUTY GUESTS OF HONOR (OR THEIR SPOUSES). SUPPORT FOR NON-ACTIVE DUTY GOH AND SPOUSE WILL BE PROVIDED BY TICKET SALES WHICH MAY BE SUPPLEMENTED BY MCCS NAF IF AVAILABLE.

D. BIRTHDAY CAKE. AS DEFINED IN 32 U.S.C. 1301, (THE PURPOSE STATUE), FEDERAL DOLLARS MAY ONLY BE SPENT FOR THE "PURPOSE" FOR WHICH THE APPROPRIATION WAS MADE. IT CONSIDERS WHETHER OTHER APPROPRIATION ARE AVAILABLE AND THEREFORE SHOULD BE USED FOR THAT PURPOSE. MARINES RECEIVE APF BAS AND COMRATS AND MESS HALL ASSETS FOR FOOD. USING ADDITIONAL APFS FOR THE BIRTHDAY CAKE IS THEREFORE PROHIBITED. TICKET SALES OR NAFS ARE THE APPROPRIATIONS SOURCE OF FUNDS FOR BIRTHDAY CAKES PRODUCED OUTSIDE OF MESSHALL FACILITIES.

E. PHOTOGRAPHS. USING OFFICIAL (APF) PHOTOGRAPHERS TO CAPTURE THE CEREMONY PORTION OF THE BALL, TO INCLUDE COMMAND CHRONOLOGY TYPE PHOTOGRAPHS OF GUEST OF HONOR, VIPS AND COMMAND PERSONNEL, IS AUTHORIZED. ANY ADDITIONAL USE OF THESE PHOTOGRAPHERS TO CAPTURE AN INDIVIDUAL'S SOCIAL PARTICIPATION AT THE BALL IS PROHIBITED. COMMERCIAL PHOTOGRAPHERS MAY BE CONTRACTED TO CAPTURE MARINES AND THEIR GUESTS' PRIVATE MEMORIES OF ATTENDING THE BALL AT NO APF EXPENSE. THIS IS AN APPROPRIATE WAY TO PHOTOGRAPH THE SOCIAL PORTION OF THE BALL.

5. THE OBSERVANCE OF THE BIRTHDAY OF OUR PROUD CORPS IS A TIME-HONORED AND SOLEMN EVENT, COMBINED WITH AN OPPORTUNITY AT THE BALL FOR US TO CELEBRATE OURSELVES AS MARINES. EVERY THOUGHT AND EFFORT MUST GO INTO ENSURING THAT THIS OFFICIAL OBSERVANCE AND THE EVENTS SURROUNDING IT ARE CONDUCTED WITH AN EMPHASIS ON THE HIGHEST DEGREE OF PROPRIETY. UNDER NO CIRCUMSTANCES SHOULD THE OFFICIAL NATURE OF THIS OBSERVANCE BE USED TO CLOAK OR DEFRAID PRIVATE EXPENSES WHICH ARE SOLELY THOSE OF THE ATTENDEES AT THE SOCIAL PORTION OF THE BIRTHDAY CELEBRATION. ALL AMBIGUITIES MUST BE RESOLVED IN FAVOR OF REFERENCES SUPPORTING THOSE POLICIES. CLOSE COORDINATION BETWEEN COMMANDERS, THE ASSISTANT CHIEF OF STAFF (OR DIRECTOR) MCCS, COMMAND SJA AND/OR COMMAND GENERAL COUNSEL IS RECOMMENDED.//

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